

SANDY HOOK WATER DISTRICT
WATER SHORTAGE RESPONSE PLAN

Section 1.

Purpose: The purpose of this Plan is to provide for the declaration of official phases of water supply shortages and the implementation of voluntary and mandatory conservation measures throughout the Utility's service area in the event a water shortage is declared.

Section 2.

Definitions: These terms are applicable only for this Plan unless specifically noted.

"Customer" shall mean any person or entity using water for any purpose from the Utility's water distribution system and for which either a regular charge is made or, in the case of bulk sales, a cash charge is made at the site of delivery.

"Raw Water Supplies" shall mean all water potentially available to persons in the Utility's service area.

"Treated Water" shall mean water that has been introduced by the Utility into its water distribution system, including water offered for Sale. Uses of treated water are classified as follows:

Class 1-Essential Water Uses:

Domestic: water necessary to sustain human life and the lives of domestic pets, and to maintain minimum standards of hygiene and sanitation.

Health care facilities: patient care and rehabilitation.

Water Hauling: sales of domestic use where not reasonably Available elsewhere.

Public Use: firefighting, health and public protection purposes, as Specifically approved by health officials and the municipal governing Body.

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Class 2-Socially or Economically Important Uses:

Domestic: personal, in-house water use, including kitchen, bathroom and laundry.

Water Hauling: non-domestic, when other sources are not reasonably available elsewhere.

Commercial and Civic Use: commercial care and truck washes, Laundromats, restaurants, clubs and eating places, schools, churches, motels/hotels, and similar commercial establishments.

Outdoor Non-Commercial Watering: minimal watering of vegetable Gardens, minimal watering of trees when necessary to preserve them.

Outdoor Commercial or Public Watering (using conservation methods and when other sources of water are not available or feasible to use.)

Agricultural irrigation for the production of food and fiber or the maintenances of livestock.

Watering by arboretums and public gardens of national, state, regional Or community significance where necessary to preserve specimens, Watering by commercial nurseries at a minimum level to necessary to maintain stock.

watering a woody plants where necessary to preserve them.

minimal watering of golf course greens.

Recreational: operational of municipal swimming pools and residential pools that serve more than 25 dwelling units.

Air Conditioning: refilling for startup at the beginning of the cooling season, makeup of water during the cooling seasons, refilling specifically approved by health officials and the municipal governing body, where the system has been drained for health protection or repair services.

Class 3-Non-Essential:

Public use: use of fire hydrants (excluding Class 1 and Class 11 uses) including use of sprinkler caps, testing fire apparatus and fire departments drill, flushing of sewers and hydrants except as needed to ensure public health and safety as approved by health officials and the municipal governing body.

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Commercial and Civic Use: serving water in restaurants, clubs, or eating places, except by customer request,: failure to repair a controllable leak,: increasing water levels in scenic and recreational ponds and lakes, except as necessary to support fish and wildlife.

Ornamental Purposes: fountains, reflecting pools and artificial waterfalls.

Outdoor Non-Commercial Watering: use of water for dirt control or compaction: watering of annual or non-woody plants other than vegetable gardens: watering of lawns, parks, golf course fairways, playing fields and other recreational areas,: washing sidewalks, walkways, driveways, parking lots, tennis courts or other hard-surface areas,: washing down buildings or structures for purpose other than immediate fire protection,: flushing gutters or permitting water to run or accumulate in any gutter or street.

Outdoor Commercial or Public Watering: expanding nursery facilities, placing new irrigated agricultural land in production, or planting of landscaping except when required by a site design review process,: use of water for dirt control or compaction,: watering of lawns, parks, golf course fairways, playing fields and other recreational areas,: washing sidewalk, walkways, driveways, parking lots, tennis courts or other hard-surface areas,: washing down buildings or structures for purpose other than immediate fire protection,: flushing gutters or permitting water to run or accumulate in any gutter or street.

Recreation uses other than those specified as Class 11:

Non-commercial washing of motor and other vehicles.

Air Conditioning (see also Class 11 purposes): refilling cooling towers after draining.

“Base Entitlement” shall mean the monthly usage for a customer during the same month of the preceding calendar year or the average per customer usage for each class of service during the same month of the preceding year.

“Curtailed Entitlement” shall mean the monthly usage for a customer after any curtailment percentage has been applied.

“Curtailment” shall mean the reduction in entitlement to some percentage to meet anticipated water shortage.

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Water Shortage Response Phases:

“Advisory” shall mean the conditions exists which indicate the potential for serious raw or treated water supply shortages.

“Alert” shall mean the raw or treated water supplies are consistently below the seasons averages, and if they continue to decline, may not be adequate to meet normal needs.

“Emergency” shall mean that raw or treated water supplies are below the level necessary to meet needs and that serious shortages exit in the area.

“Rationing” shall mean that procedures must be established to provide for the equitable distribution of critically-limited raw or treated water supplies, in order to balance demand and limited available supplies, and to assure that sufficient water is available to preserve public health and safety.

Applicability: The provisions of this Plan shall apply to all retail and wholesale customers of the Sandy Hook Water District, when implemented, this Plan becomes the Utility’s Water Shortage Response Regulation.

Section 4. Entitlements. Entitlements shall be established for each customer by adjusting the base entitlement to reflect any known change in usage pattern.

Section 5. Determination of Water Shortage. Water supply and usage shall be monitored on a continuous basis. Unrestricted demand shall be projected from past records and adjusted for changes such as new developments and weather conditions on a regular basis. Water shortages generally occur for two reasons, a reduction in available supplies or a system failure. Each of these has a distinct influence on the nature and duration of the conservation program implemented. Official declaration of a water shortage stage and implementation to the measures necessary to curtail water use shall be approved by the Utility’s board, manager, or commissioners.

Section 6. Term of Water Shortage Declaration. Any water shortage declaration shall remain in effect until water supplies of service conditions have returned to normal. A final determination as to terminating a water shortage declaration shall be made by Utility’s board, manager, or commissioners.

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Section 7. Water Shortage State, Criteria, Conservation and Curtailment Measures.

Advisory Stage:

Criteria. A water advisory shall be declared when the amount of treated water or raw water available for treatment is projected to be up to 15 percent above demand, or there are periods of low water pressure in one or more areas of the distribution system due to system failure or inadequacies or the State Division of Water issues a Water shortage Watch that includes the areas from which the Utility draws water. (Note: Additional conditions may be added based on local conditions.)

Conservation and Curtailment Measures:

- (a) Declare a Water Shortage Advisory.
- (b) Provide proper notice to all customers and to all local news media.
- (c) Eliminate all water leaks.
- (d) Request voluntary conservation of all non-essential (Class 111) water use.
- (e) Request wholesale customers also issue request for voluntary conservation by their customers of all non-essential (Class 111) water use.

Alert Stage:

Criteria: A water alert shall be declared when the amount of treated water available is projected to be up 10 percent above demand, or raw water Supplies are consistently below seasonal averages and if they continue to decline, may not be adequate to meet normal needs. (Note: Additional conditions may be added based on local conditions.)

Conservation and Curtailment Measures:

- (a) Declare Water Shortage Alert
- (b) Provide proper notice to all customers and to all local news media.
- (c) Eliminate all water leaks.
- (d) Prohibit all non-essential Class 111 uses of water

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- (e) Curtail entitlements to all customers by the same percentage as the projected shortage.
- (f) Begin billing all customers water usage in excess of curtailed entitlements at the normal rate plus an excess usage charge of **\$5.00 per thousand gallons.**

Emergency Stage:

Criteria: A Water Emergency Stage shall be declared when the amount of treated water available is projected to be up to 5 percent above demand, or there are periods of no water in one or more areas of the distribution system due to low supply or raw water supplies below the level necessary to meet normal needs. (Note: Additional conditions may be added based on local conditions.)

Conservation and Curtailment Measures:

- (a) Declare Water Shortage Emergency.
- (b) Provide proper notice to all customers and to tell local new media.
- (c) Eliminate all water leaks.
- (d) Prohibit all Class 3 uses of water.
- (e) Prohibit all Class 2 uses of water except domestic uses for kitchen, bathrooms, and laundries.
- (f) Curtail all commercial and industrial entitlements (except health care facilities) by 100 percent.
- (g) Curtail residential entitlements by the same percentage as the projected shortage.
- (h) Curtail entitlements to all wholesale customers by the same percentage as the projected shortage.
- (i) Begin billing all customers water usage in excess of curtailed entitlement at the normal rate plus an excess usage charge of \$10.00 per 1,000 gallons.

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Rationing Stage:

Criteria: Treated water available is greater than 1 percent above demand or raw water supplies are below the level necessary to meet essential needs, and in the opinion of the Utility, mandatory rationing is required to ensure adequate water is available to maintain public health and safety.

Conservation and Curtailment Measures:

- (a) Declare Water Shortage Rationing.
- (b) Provide proper notice to all customers and to all local news media.
- (c) Eliminate all water leaks.
- (d) Prohibit all Class 3 and Class 2 users of water.
- (e) Curtail all commercial and industrial entitlement (except health care facilities) by 100 percent.
- (f) Curtail all residential and wholesale entitlements by the same percentage as the projected shortage.
- (g) Implement service interruptions to portions of system in accordance with approved published schedule. The schedule shall be provided to all local media.
- (h) Begin billing customer water usage in excess of curtailment entitlement at the normal rate plus an excess usage charge of \$15.00 per 1,000 gallons.

Section 8.

Enforcement of Water Restriction. Any person who violates the Provision of this Plan, who fails to carry out the duties and Responsibilities imposed by this Plan, or who impedes or interferes with any action undertaken or ordered pursuant to this Plan shall be subject to the following.

- (A) If the Utility official charged with implementation and enforcement of this Plan learns of any violation of any water use restriction imposed, a written notice of the violation shall be prepared and mailed to the customer of record. Said notice shall describe the violation and order that it be corrected, cured, or abated immediately or within 48 hours.

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- (f) Curtail all residential and wholesale entitlements by the same percentage as the projected shortage.
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- (B) The notice will inform the customer of his or her right to appeal by requesting a hearing before the utility's designee. If a hearing is requested by the customer, he or she shall be given full opportunity to be heard before the termination. The governing body shall make findings of fact and decide whether service should continue or terminate.
- (C) Any customer whose water service is terminated for violating Provisions of this water curtailment Plan shall be subject to the Approved reconnection fee prior to reconnection of service.
- (D) The excess usage charge billing provision of this Plan shall not Be put in effect if a county or city ordinance containing provisions is in effect to assist enforcement of this Plan.

Section 9.

Request for Exception:

- (A) *Exception to Water Use Restrictions:* If compliance with any curtailment measure authorized herein would cause a customer to extraordinary hardship, that individual or entity may apply to the Utility for an exception. For these purposes, "extraordinary Hardship" shall be defined as a condition that may threaten health And safety, or cause property of economic losses, each of which Must be shown to be substantially more severe than the sacrifices Borne by other users. If extraordinary hardship is found to exist, Then an exception shall be granted and a written waiver issued to The customer. If an appeal is made water service shall be Continued until a decision is announced. Any person aggrieved By the decision may file a compliant with the Public Service Commission.
- (B) *Exception to Curtailment Surcharge:* Exceptions to excess use charges shall not be considered or granted.

Section 10.

Severability. If any provision of this Plan is declared invalid By the courts, the reminder of the Plan and its applicability to Other persons and circumstances shall not be affected by that Declaration.

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Section 11.

Effective Date. This Plan shall take effect immediately upon Approval by the Public Service Commissions.

This Water Shortage Response Plan adopted by the Sandy Hook Water District Board of Commissioners

3-10 2004

Jami Jessie
COMMISSIONER

Arnette Farnick
COMMISSIONER

Jimmy White - Chairman
~~Manager~~, Sandy Hook Water District

Judy Stinson
MANAGER

A motion was made by Kermit Vanhoose seconded by Billy Wilson approving the Sandy Hook Water District - Water Shortage Response Plan. All voted yes, March 10, 2004.

Charles R. Pennington
Charles R. Pennington
County Judge/Executive

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By [Signature]
Executive Director

APPENDIX A

SANDY HOOK WATER DISTRICT

Projected Demand Worksheet for 03 2004
Month Year

The information below will be used to estimate projected demand for on (1) month.

Calculations will be done at the beginning of each month.

Average use in 01/99 for the past 5 years 3,950 gpd
Last Month

Average use in 01/02 for 2 years ago 3,540 gpd
Last Month

Average use in 01/03 for 1 year ago 3,450 gpd
Last Month

Average use in 01/04 for current year 4,310 gpd
Last Month

Average use in 02/99 for past 5 years 3,100 gpd
This Month

Average use in 02/02 for 2 years ago 2,790 gpd
This Month

Average use in 02/03 for 1 year ago 2,815 gpd

Usages Usages Residential

Weather Notes: _____

Average projected use for _____
Without conservation measures: 2,900 gpd

With Advisory conservation measures
(_____ reduction) _____ gpd

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